# KAVIKULGURU INSTITUTE OF TECHNOLOGY AND SCIENCE

### RAMTEK-441 106, DIST. NAGPUR, MAHARASHTRA,

(Managed by Vodithala Education Society, Hyderabad)

Approved by AICTE, COA, New Delhi and Govt. of Maharashtra

Permanently Affiliated to Rashtrasant Tukadoji Maharaj Nagpur University, Nagpur

**NAAC ACCREDITED**

ISO 9001:2015
ISO 14001:2015
Certified Institute

E-mail: info@kits.edu

Web  : www.kits.edu

Phone: 07114-255309 / 255313

DTE Institute Code : 4104

Fax  : 07114-255236

**Quality Indicator Framework (QIF)**

**1.1.1 The Institution ensures effective curriculum planning and delivery through a well-planned and documented process including an academic calendar and the conduct of continuous internal Assessment**

**Response:**

The Institute has a well-defined system for planning and effective implementation of the curriculum. The Institute being affiliated to Rashtrasant Tukadoji Maharaj Nagpur University (RTMNU), Nagpur adheres to the curriculum prescribed by the University. The Institute systematically designs and develops action plans for the delivery and effective implementation of the curriculum. The Institute strictly follows the academic calendar issued by RTMNU to plan academic activities.

1. **Curriculum Analysis, Delivery Plan and Implementation.**

   A. **Curriculum Analysis:** The RTMNU curriculum is a blend of Humanities, Basic Science, Basic Engg, Core Courses, Elective courses, Projects and Seminars etc. The Institute also follows the AICTE model curriculum and the courses prescribed by AICTE not covered under RTMNU are offered as Value added courses or addressed through topics beyond curriculum.

   B. **Curriculum Delivery Plan and Implementation:** The curriculum delivery plan meets the OBE components like POs, PSOs and COs defined by regulatory bodies and departmental committees. The measures are:

      a) Upon release of the University academic calendar, the IQAC discusses, decides and plans the Institute's academic calendar of events. It includes the number of working days, the schedule for conducting internal assessment tests, submission of assignments in each unit by the students. The timetable Coordinator of each department circulates the skill matrix and collects the subject preferences from all the faculty members. Based on this, the subjects are allocated by the HoD before the beginning of every semester.

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b) The faculty prepares the teaching schedule, subject notes, assignment topics, and question bank. It is verified by the IQAC team and HoD.

c) Every month the status of the portion of syllabus completion is monitored by the HoD.

d) Feedback is collected once a semester from students.

2. **Process of Monitoring**

● The senior members handling a subject are nominated as Course Coordinators for that subject to monitor the status of course delivery.

● IQAC periodically verifies the quality of the delivery process through regular monitoring of the attendance and syllabus coverage for every fortnight and corrective measures are taken for any deviation observed.

**Adherence to Academic Calendar:** The institute strictly complies with the university academic calendar accommodating all planned activities. The Institute's academic calendar helps the faculty members plan their respective course delivery and undertake academic and other activities. Department heads closely supervise and monitor the completion of the syllabus as per the lesson plan prepared by faculty members. Portions of the syllabus for each mid-sessional are decided well in advance and the faculty members are required to stick to it.